

Remarks as Presiding Officer at IRAC

March 22, 1968

Good-morning Ladies and Gentlemen:

Today the responsibility of the Records Management Officer is expanding. He no longer may be content to minister only to the needs of the record itself. He also is expected to be concerned with the information it contains. Paperwork for the Records Management Officer is going through a transition and the often heard term "Information Management" is truly the concern of the modern-day Records Officer.

I recently read in the Records Management Journal that for us there is: "A change in the emphasis upon the contents of records rather than upon the records themselves. Data storage rather than document storage has come to be an essential responsibility of the Records Function." We must be concerned with the data on the papers instead of just with the bulk of the paper itself.

Today we are going to hear from two Records Officers who have demonstrated this new concern. People who traditionally were obliged to only store the records. But as usual, quality and resourcefulness bubble to the surface, and the developed improvements in their areas of responsibility. I look forward to their comments on these developments.

When we of the I.R.A.C. Steering Committee planned for this session and these speakers, we felt it appropriate to have them introduced by the Assistant Archivist for Records Centers to whom their organizations report in the management hierarchy. As we indicated in our announcement our old friend and colleague, Mr. Herbert Angel was to handle those introductions. Unfortunately, Mr. Angel's plans were suddenly changed for him and he is in California this morning.

As usual his able Deputy stepped forward. You will find as I have, that his willingness to meet sudden and unusual challenges is not at all unusual for Mr. Sterman. He is always as generous with his time as he is resourceful. He epitomizes the natural tendency of the Records Management Officer to get a job done properly, even if he has to do it himself.

Mr. Sterman has been active in the field of Records Management during most of his service with the Federal Government since 1934. He has served with the Tennessee Valley Authority from 1934 to 44. The next twelve years he spent with the Navy Department. Ten of those years were in Records Systems work. He has been with National Archives and Records Services since 1956. For the past five years he has been primarily concerned with Records Centers.

Consequently, I confidently turn the podium over to the Acting Assistant Archivist for Records Centers to handle our introduction formalities.

Ladies and Gentleman.

Mr. Charles Sterman.